

# Vangelis Dimellas

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## Digital Project Manager

Expertise: **Web Solutions** · **E-Commerce Solutions**

### Summary

An effective digital project management professional with over 15 years of experience gained in Greece and the United Kingdom. Expert in formulating and executing innovative strategies (web solutions, e-commerce solutions), while managing the entire project lifecycle of digital projects. Combines strong technical and commercial skills. Ability to lead and motivate teams to ensure accomplishment of business objectives.

### Core Value

- Propose Digital Marketing Solutions to Clients
- Develop New Business Ideas & Opportunities
- Project Costing & Budgeting
- Deep Understanding of Technical Formalities
- Knowledge of Content Management Systems
- Establish Internal Process Control Systems

### Professional Experience

**Findigital Group** · Digital Advertising Agency & Digital Solutions · Athens, Greece 02/2018 – present

Current Position: **Web Project Manager**

Direct Report: Top-tier Management Team

Direct Subordinates: 3 (*Graphic Artist, Web Developer, Social Media Expert*)

Key Projects: [pharmacy-santorini.gr](#) · [zizels.gr](#) · [f-all.gr](#) · [front-logos.gr](#) · Santo Wines (in progress)

- Held full P&L accountability for the execution and delivery of key and small scale projects with budgets up to 20K euro and participated in preparing financial offers.
- Developed and delivered a number of ERP online e-shops, web and e-commerce solutions in close collaboration with external / outsourced partners.
- Restructured the Web Design & Development Department by developing and implementing new procedures, creating a material library, and conveying a clear vision of performance expectations to both in-house and outsourced technical and administrative teams.
- Monitored in-house and client web project progress to ensure strict deadlines and specified budgets were met.
- Generated periodic project status reports to company management team and stakeholders; detail data, tasks and processes.
- Oversaw the work performance of internal and external technical teams as well as the sales team in Athens and Larisa.
- Liaised with clients to design solutions for customer problems related to online commerce, corporate identity or other website presence issues.

#### Highlights:

- **Established** a team-oriented and positive department culture.
- **Increased** project delivery quantities from 35 to 60 projects per year.
- Achieved a 70% closing rate with deals for new services following building rapport with **new leads**.

Last Position Held: **Web Project Manager**

Direct Report: CMO (Chief Marketing Officer) and Executive Director

Direct Subordinates: 4 (Web Developers, Graphic Designers)

- Established internal processes, formalized the operating structure of the unit, assured day-to-day activities.
- Created services portfolio that includes web sites, landing pages, e-shops and other e-marketing solutions.
- Coordinated an extended team of diversified professionals.
- Active member of the entire life cycle of the technical project.
- Created and maintained library for technical material.
- Conducted financial analysis, built and managed P&L statements and reports, identified profit and cost centres.
- Determined financial eligibility for expense approvals, made cost cutting decisions.
- Built excellent long-term relations with customers by providing consulting and expert knowledge on e-marketing issues based on online platforms and client needs questionnaires; trained end users.

### Highlights

- **Designed and delivered integrated digital services portfolio.**
- **Undertook and led the Quality Assurance Certification process (ISO).**
- **Built a strong culture for ICAP WEB Solutions Unit by providing a clear direction and removing roadblocks for stakeholders.**

## Early Work Experience

Project Manager & Senior Web Developer   LOCOTEL S.A. (Mobile Messaging Services)	01/2010 – 01/2013
External Collaborator & Freelance Activity   Web Relations & Greek Geeks	08/2009 – 01/2010
Senior Web Developer   YOUTRAVEL.COM (Online Hotel Trader)	02/2006 – 07/2009
Web Developer   NEWSPHONE GROUP (B2C & B2B Call Center Services)	06/2004 – 02/2006
Web Developer   RED.COM.ANTS (Web Development)	06/2003 – 06/2004
Software Engineer   TS ASSOCIATES PLC (Real-time Software House)	11/2000 – 11/2001

## Education

<b>UNIVERSITY OF GREENWICH</b>	<b>London, United Kingdom</b>
M.Sc. in Computing & Information Systems	1999 – 2001
B.Sc. (Hons) in Mathematics, Statistics & Computing	1996 – 1999

## Additional Information

<b>Languages</b>	Greek, native speaker · English, fluent
<b>Technical Skills</b>	WordPress · WooCommerce · Joomla · PHP · JavaScript · jQuery · Wordpress · Google Analytics · Google Webmaster Tools · HTML · XML · SQL Server · MySQL · MS Office · Open Office · VBA
<b>Military Service</b>	Fulfilled, Hellenic Army, Infantry (IT Programmer, 01/2002 – 03/2003)
<b>Interests</b>	Member of the Cultural Association of Karpathos (developed the site of the association <a href="http://www.menetes.org">www.menetes.org</a> ) · Jogging, Basketball, Football, Poker, Cinema